

**VANCOUVER ISLAND NORTH WOODLANDS ADVISORY GROUP
(VINWAG)**

***Western Forest Products Inc.*
Community Advisory Group
Minutes of Meeting April 28, 2016**

Attendance:

Jon Flintoft, WFP	Gaby Wickstrom, Port McNeill & District Chamber of Commerce
Gunnar Wigard, Large Contractors	Dave Trebett, Tourism and Recreation
Jeff Houle, Small Contractors	Leith Paganoni, Aquaculture
John Tidbury, District of Port Hardy	Graham MacDonald, Town of Pt. McNeill
Patrick Donaghy, Local Government	Dale Dorward, Small Business
Tom Doak-Dunelly, General Public	Steve Lacasse, Environment

Presenters: Jon Flintoft, WFP, Kevin Laird, WFP

Regrets: Ione Brown, NICFLP, Ben Terise, Fish and Wildlife, Fred Roberston, Education, Ray Harper, Labour, Kindry Mercer, Regional Engagement Coordinator, WFP, Paul Barolet, Ministry of Forests, Lands and Natural Resources Operations

Observers: Clint Cadwallader, Senior Operations Manager, NIFO

Chairperson and Facilitator: Annemarie Koch

Minutes taken by: Jon Flintoft and Annemarie Koch

1.0 SAFETY AND INTRODUCTIONS

Annemarie welcomed everyone to the meeting, stressed the importance of safety in WFP's operations and reviewed the procedures to follow in the event of an emergency. Annemarie reviewed the objectives of the meeting, namely to review the minutes and action items from the February 25th meeting, hear a presentation from Jon Flintoft and Kevin Laird on the 2015 annual report, conduct the annual review of the terms of reference, hear an update on the youth forestry program, discuss the draft all-PAG event itinerary, and set the date of the next meeting. Annemarie noted that Fred was not able to attend the meeting and had expressed his regrets, and that Jon would provide a brief update on the youth forestry education program later in the meeting. Annemarie reminded VINWAG members that a map showing harvesting plans for the next five years was available for viewing at any time before or following the meeting.

2.0 REVIEW OF LAST MEETING MINUTES AND ACTION ITEMS

Annemarie asked if there were any comments on the minutes of the February 25th meeting and reviewed action items requiring updates or immediate attention with members, and the results of the discussion are summarized in the table below, along with the addition or modification of 4 action items developed during the course of this meeting. For the benefit of new or recent members, Annemarie noted that she would be assuming all members had read their minutes and would not be taking additional time to go through them at the meeting, other than to deal with questions, changes and action items. Action items that were completed were dropped from the list and revised action items were retained as modified.

It was noted that action items 140-175 and 178 and 191 were ongoing in 2016, and that action item 177 would be dealt with during the review of the 2015 annual report. Annemarie noted that, since the 2016 meeting schedule had been set, she suggested deferring the presentation on stumps, related to action item 175, to 2017. Annemarie noted that she would be providing an update on action item 190 during the review of the Terms of Reference, and action item 194 would be addressed with the review of the draft all-PAG itinerary later in the meeting. Further to action item 192, Jon noted that the external audit was on May 25-26, that there would be two auditors attending. He noted that he would keep everyone apprised of any specific times and dates for which VINWAG members might be invited to meet or talk with the auditors. It was noted that action item 193 had been completed.

ACTION ITEMS					
#	Item	Responsibility	Initiation Date	Target Date	Completion Date
140	Follow up on engaging youth in SFMP	Fred Robertson/Jon Flintoft/ Kindry Mercer/A. Koch	June 27, 2013	Ongoing 2016	
163	Provide an update on the Pacific TSA Timber Supply Review	Annemarie Koch / Jon Flintoft	September 11, 2014	Later in 2016	
175	Dedicate a future meeting to a presentation on stumpage by a government and a WFP representative	Annemarie Koch	April 23, 2015	Sometime in 2017	
177	Review the wording for the target related to Target 2 of Indicator 3.1.1, number of slides treated so that it is clearer and more easily measured and tracked	Annemarie Koch/Jon Flintoft	April 23, 2015	For 2015 annual report	
178	Coordinate production of a local map of roads and recreational sites in the DFA	Kindry Mercer	June 4, 2015	Sometime in 2016	
190	Integrate recommendations 1-3 from the 2015 participant satisfaction survey into a draft revised Terms of Reference	Annemarie	February 25, 2016	June 9, 2016	
191	Follow up on recommendations 4-5 of the 2015 participant satisfaction survey in mutual consultation	Members of VINWAG and WFP	February 25, 2016	Ongoing in 2016	
192	Keep members posted about May 25-26 th external audit	Jon Flintoft	February 25, 2016	May 15, 2016	
195	Include how many animals were actually taken as a result of hunting in the DFA	Jon Flintoft	April 28, 2016	For the 2015 annual report	
196	Consider ways to enhance communication of what VINWAG does to the public, integrate with WFP's communications strategy	Annemarie Koch	April 28, 2016	Ongoing	
197	Defer ToR review to June 9 th meeting, ensure corporate changes are ready and highlighted for review at the meeting	Annemarie Koch/ Jon Flintoft/ Will Sloan	April 28, 2016	June 9, 2016	
198	Ensure all PAG's get early notification of the September 22-23 rd event	Jon Flintoft/ Kelly McMahon/Will Sloan/Annemarie Koch	April 28, 2016	June 5, 2016	April 29, 2016 by Will Sloan

Annemarie added that, unless members of VINWAG wished to discuss any of these ongoing items, and unless there were any comments or changes, she would ask members to adopt the minutes of the previous meeting. The minutes were accepted as circulated.

3.0 REVIEW OF 2015 ANNUAL REPORT: JON FLINTOFT AND KEVIN LAIRD, WFP

Kevin noted that not all of the results for the indicators were in yet, including the indicators related to carbon, and ecosystem indicators across the DFA. He noted that he hoped this information would be available by the June meeting.

He noted there are 59 indicators in the SFM Plan, that the results were in for 41 of those indicators, and that he proposed to go over 20 of the indicators for which they had results, and that they felt were of interest to members of VINWAG.

Kevin started with Indicators 1.1.4 and 3.1.2 - the percent retention silviculture systems represented across the DFA by VILUP zone and ecosystem map.

He reviewed the zones established under the Vancouver Island Land Use Plan, and then reviewed the results for 2015, noting that all targets, over a five year rolling average, had been met for these indicators.

Kevin provided a case example demonstrating areas of internal retention and the associated forest influence. There was a discussion of what is done with blowdown in retention areas and it was noted that, in some cases, it might be salvaged and in others left as coarse woody debris.

Jon reviewed the results for Indicator 1.2.1, and reported out on the legal and voluntary areas set aside for habitat, noting most current legal changes for marbled murrelet (MAMU) were related to the management of Old Growth Management Areas (OGMA's).

Jon reviewed some of the work to voluntarily define and provide habitat for northern goshawks (NOGO's). He noted that there may be some changes in the 2016 annual report for NOGO and MAMU habitat areas, related to the Species at Risk Act. It was noted that it was hard to say at this time how much area might be set aside for NOGO and MAMU in the NIFO DFA as a result of management strategies related to the Species At Risk Act.

Jon added that there was going to be a socioeconomic analysis to determine what the effects of the additional protected areas might be on the industry and on communities.

There was a discussion of whether the NOGO population was increasing and whether this might result in removing the species from the SAR designation list. It was noted that species do not readily come off the Species At Risk list.

Jon reviewed results from Indicator 1.4.2, noting the target had been met. He reviewed Indicator 1.4.3, noting there were two significant karst features managed in the Holberg area and seven significant features in the Port McNeill Jeune Landing area, and added that the target had been met. He went on to describe a case study of a karst field assessment in the Marble area. He pointed out how, building on local knowledge, a karst specialist was brought in to assess an area for karst features, and a karst management plan had been prepared and implemented. It was noted that this might be a good area to look at in a future field trip.

Kevin brought the report on the karst features along for members of VINWAG to view. He reviewed areas of high vulnerability karst features adjacent to the harvesting block, and how these areas were protected through the karst management plan for the block.

Jon reviewed Target 2 of Indicator 2.1.1, noting that the target of 100% of plantations that meet free growing commitments had been met. Jon provided drone video footage of an area near Eternal Fountain,

demonstrating how the area met the 100% free to grow target. Jon pointed to how drones would be used in future to complete free to grow surveys.

Kevin reviewed Indicator 2.2.3, related to minimizing windthrow damage. He noted that the target of 100% cutblocks treated within a year had not been met, but the allowable variance of 20% had been met, and that it was anticipated that the target would be met over the permitted two year time frame.

Kevin showed a video demonstrating how tree-topping for windfirming is done. There was a discussion of what happens to a tree that is topped in this way. Jon noted that some tree species respond by lower branches bending up and taking over as leaders and, in other cases, the trees treated this way may die.

There was a discussion of how windfirming works. Graham noted that pruning a tree stimulates the root system and the windfirmness of a tree. He noted his concern for the mortality caused by tree topping.

Jon reviewed Indicator 5.1.1, noting it had six targets related to range of forest benefits produced in the DFA. He noted that they did not have the final figure for Targets 1 or 5, but that Target 2 of a positive EBIDTA had been met, and that the remaining targets for this Indicator, including net road access increase, recreation sites managed and limited entry tags issued, had been met or had met the variance. Jon pointed to the excellent relationship with Recreation Sites and Trails B.C. and how this was helping to meet the target around recreation sites managed.

John asked about the recreational sites and trails map project and it was noted that Kindry Mercer was scheduled to discuss this project at the June meeting. There was discussion of a recreation site near Holberg known as Swan Lake. It was noted that the site was on WFP's private land.

There was a discussion of the effects of beaver use flooding areas on some of the recreation sites.

Jon reviewed the number of limited entry tags issued, noting the number of tags issued was down by 1 from 2014, but adding that there was lots of elk and lots of opportunities for hunting in the DFA.

Jon was asked and agreed to include how many animals were actually taken in the annual report. He discussed an elk transplant carried out by MOFLNRO from a high traffic area in the Sayward Valley to the Mahatta area. There was a discussion of how these transplanted herds might be doing.

It was noted that elk were doing well at the Island Copper minesite. There was a discussion of the effects of elk on tree planting success in the areas where the elk are released.

Kevin reviewed Indicator 5.2.1, level of investment in communities. He noted that the target had been exceeded in 2015, with investments and support including firewood cuts, contributions to salmonid enhancement, bursaries at both high schools, Port McNeill Loggers Sports and the Port Alice Seniors Christmas dinner. He pointed out how WFP employees contribute to the communities as volunteers as well.

John added that the WFP logging truck is always a big attraction at Filomi Days. He asked for WFP to consider setting up a static display booth demonstrating how logging works, at this year's Filomi Days.

Kevin reviewed Indicator 5.2.3, level of direct employment on the DFA. He noted that the target of 663 had been exceeded. Patrick asked how many of these employees live on the North Island. Clint noted that contractors and employees who work on the DFA are primarily local and that he prefers to hire locally wherever possible. There was a discussion of how many people are retiring versus being hired by WFP for the DFA. It was noted that there is a need for recruitment and training to fill positions that will be vacated by retirees.

There was a discussion of WFP's strategy to bring on new people to replace workers approaching retirement. John added that the youth forestry education program was helping to raise awareness of local opportunities in the forest industry.

Dale noted his support for bringing back a northern living allowance for people who work in the private sector. There was a general discussion of challenges of recruiting a workforce on the North Island.

Jon reviewed Indicator 5.2.4, supporting First Nations opportunities in and around the DFA. He reviewed the results for this Indicator, reviewing the Quatern Joint Venture, Bill 13 replaceable contract with the Quatsino First Nation, Quatsino First Nation woodlots and a participating interest by the Namgis in the Orca Sand and Gravel operation.

Jon reviewed Indicator 5.2.5, noting 54% of spending took place on the North Island. He reviewed the way in which the data for this indicator is measured through the accounting department.

Jon reviewed Indicator 6.3.1, evidence of cooperating with other forest dependent businesses. He noted that over 10,000 cubic metres was sold to local processors in 2015, including Port McNeill Shake and Shingle. Jon noted that it was a good year for processors and this had resulted in a higher demand for logs. Clint added that the increase was the result of his listening to local processors and responding by talking to the log supply people to encourage them to increase the amount of wood made available to local processors.

While it's not reported as part of the Indicator 6.3.1 target, it was noted that more fibre had been made available to North Island Chipping in 2015, and that this amount looked like it was going to grow in the years to come. Jon showed a photo of the salvage track at work.

Patrick asked if the market was large enough to support another chip operation in the DFA. It was noted that transportation costs made it very challenging to operate a chipping business.

Jon reviewed Target 2 of Indicator 6.3.1 around visuals. Kevin reviewed the assessments that had been done in the DFA and provided a case example on Neroutsos Inlet. It was noted that the target for this Indicator had been met. The case example was an area that was viewed during the 2015 VINWAG field trip.

There was a discussion of how visual impact assessments are done and how forest management integrates visual qualities.

Jon reviewed results of Indicator 6.4.4, noting that the target had been met. He reviewed the schedule of meetings. Jon then reviewed Indicator 6.5.2, noting WFP had advertised the Forest Stewardship Plan and it was suggested that the PAG website be advertised more broadly. It was also suggested that WFP consider social media as a way of introducing what VINWAG does to more people. It was also suggested that press releases and videos such as the drone video go out on the website to keep people apprised of what is going on in the DFA. It was suggested that, instead of an ad regarding VINWAG, a press release be issued to the paper, outlining what the group is doing and offering some interesting information about the DFA. It was noted that something had to be done to engage young people in the process, such as using drone footage.

It was suggested that any communications initiative be integrated and consistent with WFP's corporate strategy. It was noted that there was going to be a corporate rollout of a new company website and that the group might want to have Kindry come and talk to them about this at a future meeting.

Jon asked if members were happy with the annual report presentation format and members agreed that they liked having the visual demonstrations and case examples, and that reviewing fewer indicator results gave them more time to discuss elements of the SFMP.

4.0 ANNUAL REVIEW OF TERMS OF REFERENCE: ANNEMARIE KOCH

Annemarie noted that she had worked on some preliminary changes to the Terms of Reference to address recommendations 1-3 from the 2015 annual participant satisfaction survey, for example, she had revised the language under 'Content' and 'Goals' to clarify and update the role of VINWAG, and she had updated provisions for internal communication to include use of the website and clarified how information is provided and shared under the section on 'Resources.' She pointed out that she had also referenced the new CSA Z809-15 Standard and some of the implications it has for the Terms of Reference but that this document has not been officially released and so these proposed revisions are premature. She added that WFP's Corporate Forestry has, at the same time, been working on standardizing the Terms of

Reference for all PAG's on the Island, and noted that, because of these factors, now might not be the best time for making major changes to the Terms of Reference. She noted that she would be putting forward her proposed revisions to the WFP Corporate Forestry for consideration in the standardization of the Terms of Reference, and asked VINWAG members if they would agree, for now, to postponing the annual review of the Terms of Reference to the June 9th meeting, when, hopefully, the CSA Z809-15 Standard will have been released and WFP's Corporate Forestry will have finished standardizing the Terms of Reference.

In the meantime, she asked members of VINWAG if they had any specific suggestions to amend the Terms of Reference that she could take into consideration while making the revisions.

Tom asked if there is a timeline for the Corporate review updating the Terms of Reference. It was noted that the Corporate review was underway. It was therefore agreed that the review of the Terms of Reference should be deferred to the June 9th meeting.

5.0 UPDATE ON YOUTH FORESTRY INITIATIVE: JON FLINTOFT

Jon noted that the North Island Forest Academy was finishing off a second semester and the students were going out in the field with Strategic this week and then going out in the field with WFP in a few weeks. He noted that the students would be looking at a drone demonstration and some machinery at work in the field. He added that there had been a few students drop out of the program this semester because of other academic pressures, but that the next intake in the fall would likely be well subscribed. He pointed to the help that the Truck Loggers had provided to the Forest Academy.

It was noted there were 10-16 students in the classes. Members agreed that it was good for young people to see that there is a future in the forest industry, particularly on the North Island.

6.0 REVIEW OF DRAFT ALL-PAG EVENT ITINERARY: JON FLINTOFT AND ANNEMARIE KOCH

Annemarie noted that the most recent draft of the proposed all-PAG itinerary had been sent out with the meeting reminder and she asked members for their comments on the draft.

She noted that Rachel Dalton had made it clear that she did not have any involvement in the day to day management of Atli Resources LP, and so was not the person to participate in the September 23rd tour. She noted that Kelly would follow up with Rachel and see whether and, if so, how a tour of Atli Resources LP's operation could be part of the September 23rd tour.

Annemarie added that Rachel had reiterated the position of the Namgis that they do not see participation in the public advisory groups associated with the CSA Z809 certification process as an appropriate way to provide input on forestry management in the DFA.

Clint suggested that Shannon Janzen might be asked to talk about a recent Joint Venture agreement with the Namgis First Nation and other successful agreements that have been negotiated by WFP. It was suggested that this might be a good presentation for the joint NWAC/VINWAG meeting in October.

There was a discussion of the need to get the information out about the event as soon as possible so that people can plan. Jon agreed to follow up with Will Sloan and ensure that other PAG's know about the event date and proposed itinerary.

7.0 NEXT MEETING:

It was agreed that the next meeting would take place on June 9, 2016 and that the presenter would be Stillwater PAG and CSA technical committee member Jane Cameron who would be talking about the new CSA Z809-15 standard. Annemarie and Jon thanked everyone for coming and wished them a safe journey home.

When: June 9, 2016
Dinner: 6:30 p.m.
Meeting: 7:00 p.m.